



**Colorado Music Educators Association  
Board of Directors Meeting  
June 9, 2023  
Cherry Creek High School**

**Board of Directors Meeting Minutes**

**12:52 pm Call to Order by President Cynthia Eversole**

**Discussion Items**

Review the Schedule for Friday evening- June 9 and Saturday, June 10  
Report from the CMEA President- engagement, advocacy, Country Music Association Grants, NAFME National Assembly- Casey Cropp will represent Colorado.  
Report from the CMEA President-elect regarding 2024 Elections- even districts and President-elect  
Report from the Executive Director- the Executive Director covered Financial Process Review, Conference Updates, Hotel Updates, Membership Updates, and Award Sales.  
Report from the CMEA DEI Task Force report presented by Carla Aguilar through a written report. Martina asked for clarification on one section of the report regarding engaging in music-making. Casey asked for clarification on the Board Discussion on the requirements for directors submitting and performing at the conference. This discussion will occur at the October CMEA Board of Directors meeting.

**Old Business**

The CMEA Executive Committee proposes that the CMEA Board of Directors approve the minutes of the March 1, 2023, Board of Directors meeting as submitted.

***Moved: Casey Cropp Seconded: Martina Miranda Motion Carried***

**New Business-**

The CMEA Executive Committee proposes that the CMEA Board of Directors approve the 2023 – 2024 CMEA Meeting Calendar as discussed.

***Moved: Alyssa Seconded: Kalinda Motion Carried***

The CMEA Executive Committee proposes that the CMEA Board of Directors approve the Financial Report as submitted.

***Moved: Alyssa Seconded: Casey Motion Carried***

The CMEA Executive Committee proposes that the CMEA Board of Directors approve the *draft* CMEA Operating Budget for the 2023- 2024 fiscal year.

***Moved: Kalinda Seconded: Martina Motion Carried***

The CMEA Executive Committee proposes that the CMEA Board of Directors approve the transfer of \$50,000.00 on or after July 1, 2023, from the CMEA Savings Account to the CMEA Checking Account to cover anticipated expenses in July, August, and September. The amount of \$50,000.00 will be transferred back to the CMEA Savings Account by November 1, 2023, plus any surplus revenue above the approved CMEA Operating Budget during 2022- 2023.

*Moved: Kevin      Seconded: Alyssa      Motion Carried*

The CMEA Executive Committee proposes that the CMEA Board of Directors approve the proposed CMEA Conference Fees for the 2024 Conference, noting that only non-membership categories were increased for 2024, all other fees remaining the same for the third year.

*Moved: Tim      Seconded: Martina      Motion Carried*

The CMEA Board of Directors appoints the CMEA Executive Director to counter-sign checks with a CMEA Officer, transfer Board approved funds between CMEA Bank Accounts, and execute contracts up to \$5,000.00 without full board approval.

*Moved: Martina      Seconded: Alyssa      Motion Carried*

The CMEA Board of Directors approves the restructuring of Award Sales to be contracted through an RFP process to a business specializing in award sales. The RFP will include a rebate to CMEA for all award sales, the selected company handling all sales and financial transactions, and providing a detailed sales report with the contracted rebate by June 1 of each year. All remaining award inventory should be written off the CMEA Books.

*Moved: Kalinda      Seconded: Alyssa      Motion Carried*

The General Music Council Chair recommends the appointment of Matthew Wellman to the District 6 General Music Representative Position for the remainder of the term.

*Moved: Kalinda      Seconded: Kevin      Motion Carried*

The Instrumental Music Council Chair recommends the appointment of Kaelinn Ward to the District 5 Instrumental Music Representative Position for the remainder of the term.

*Moved: Tim      Seconded: Martina      Motion Carried*

The Vocal Music Council recommends the appointment of Kim Waller to the District 6 Vocal Music Representative Position for the remainder of the term.

*Moved: Alyssa      Seconded: Tim      Motion Carried*

The CMEA Executive Committee and the College/University Council Chair recommend implementing the following policy when approved, and the text be added to the CMEA By-Laws on the next By-Laws Revision of the Association. ***If a College Appointed Representative on the College/University Council is unavailable for the August, January, or June CMEA State Assembly Meetings they must find a replacement from the College/University to attend the meeting in their place at least 30 days prior to the date of the scheduled CMEA State Assembly Meeting. If a College/University fails to send a representative to a scheduled CMEA***

***State Assembly meeting the respective College/University will forfeit their next performance on the College/University Council Rotation Performance Schedule.***

***Moved: Martina      Seconded: Kalinda      Motion Carried***

The CMEA Executive Committee recommends that the CMEA Board of Directors Approve the Job Description for the ex-officio position of CMEA Membership Chair.

***Moved: Martina      Seconded: Kalinda      Motion Carried***

The CMEA Executive Committee recommends that the CMEA Board of Directors Approve the Job Description for the ex-officio position of CMEA Retired Membership Chair.

***Moved: Martina      Seconded: Kalinda      Motion Carried***

The CMEA Executive Committee recommends that the CMEA Board of Directors Approve the Job Description for the ex-officio position of CMEA Historian.

***Moved: Kevin      Seconded: Martina      Motion Carried***

The CMEA Executive Committee recommends that the CMEA Board of Directors Approve the Job Description for the ex-officio position of CMEA Technology Chair.

***Moved: Casey      Seconded: Tim      Motion Carried***

The CMEA Executive Committee recommends that the CMEA Board of Directors Approve the Job Description for the ex-officio position of CMEA Research Chair.

***Moved: Kalinda      Seconded: Martina      Motion Carried***

The CMEA Board recommends that an Ex-Officio (non-voting) Committee of three people be established to write a proposal to the CMEA Board to include non-traditional programs in the annual conference. The Committee will appoint a spokesperson. This committee will meet at the annual CMEA State Assembly meeting in August 2023 and June 2024. The proposal must clearly define “Non-Traditional Music Programs,” how suggestions for this track would be incorporated into the current CMEA Structural Model, and what space and performance spaces would be needed at the annual conference. This proposal will be due by July 1, 2024, to the CMEA Executive Director. The CMEA Board will consider and act on the proposal by June 2025.

***Moved: Casey      Seconded: Tim      Motion Carried***

The displaced council will utilize the space in the West buildings for the year they are displaced.

***Moved: Alyssa      Seconded: Tim      Motion Carried***

A sub-committee for revisions to the CMEA By-Laws consisting of Casey Cropp, William Kohut, Paul Maley, Brian Kettlewell, and Tim Libby will meet in July, August, and September by Zoom. In this revision, a new section for All-State Ensembles will be included. The revised by-laws will be presented at the October board meeting for approval to include in the 2024 election.

***Moved: Martina      Seconded: Alyssa      Motion Carried***

Discuss and approve Alfred Music Summer Reading Session.  
*Moved: Kalinda      Seconded: Alyssa      Motion Carried*

Discuss potential candidates for CMEA President for the 2024 election.

**Additional Agenda Items**

**Adjournment at 3:50 m.**